



CITY OF NEWPORT BEACH

FINANCE DEPARTMENT PURCHASING DIVISION

February 11, 2012

Re: City of Newport Beach Request for Proposal (RFP) No. 11-2

Firms Submitting Proposals:

Hangtime Sports
Hebbard, Paul
NBC Softball & Officiating
Superstar Basketball
Van's Refs

Dear Proposer:

Thank you for your participation in the City's RFP No. 11-2 for Adult Basketball League Administration and Operation Services. The evaluation panel for this RFP convened last month to evaluate all proposals submitted to the City. As opposed to a standard Bid, the City evaluated the proposals using a multitude of factors aside from, but including, pricing. The factors utilized to evaluate the proposals are as follows:

- Operational Experience of the Proposing Firm;
- Qualifications of the Proposing Firm;
- League Operation Methodology;
- Administrative Structure;
- The Overall Responsiveness of the Proposal; and
- Proposed Project Costs.

The evaluation process for this project entailed a two-step process. In the first step, each of the aforementioned technical factors was assigned a weight and all proposals were scored against those established criteria. In the second step, a ratio of costs analysis was performed, comparing the cost proposals of each firm. Following this process, the evaluation panel ranked **Hangtime Sports** as the highest-rated Proposer. As such, any subsequent negotiations and contracting procedures will be carried out between the City and Hangtime Sports.

I would like to thank you for all the time you contributed during this RFP process. If your firm was not selected during this RFP process I kindly ask that you ensure that your firm is registered on the City's Online Vendor Database. This will enable the City to contact your firm in the event there are future Bids or RFPs of a similar nature. The website for this database is as follows:

<https://www5.newportbeachca.gov/osupplier/>

With Regards,

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